

**MINUTES  
CITY OF ST. CHARLES, IL  
PLANNING AND DEVELOPMENT COMMITTEE  
MONDAY, SEPTEMBER 14, 2015 7:00 P.M.**

**Members Present:** Silkaitis, Payleitner, Lemke, Bancroft, Turner, Krieger, Gaugel, Bessner, Lewis

**Members Absent:** Stellato

**Others Present:** Mayor Raymond Rogina; Mark Koenen, City Administrator; Rita Tungare, Director of Community & Economic Development; Russell Colby, Planning Division Manager; Ellen Johnson, Planner; Bob Vann, Building & Code Enforcement Division Manager; Chris Bong, Development Engineering Division Manager; Fire Chief Schelstreet; Asst. Chief Christensen

**1. CALL TO ORDER**

The meeting was convened by Chairman Bancroft at 7:00 P.M.

**2. ROLL CALLED**

Roll was called:

Present: Silkaitis, Payleitner, Lemke, Bancroft, Turner, Krieger, Gaugel, Bessner, Lewis

Absent: Stellato

- a. Plan Commission Recommendation to approve a Preliminary and Final Plat of Subdivision for Kirk Rd. St. Charles Subdivision.

Mr. Colby said the property is a 15 acre portion of a total of 33 acres of undeveloped agricultural land that exists south of the Legacy Business Park on the east side of Kirk Rd. He said the property is zoned M2-Limited Manufacturing and a 1 lot subdivision with a 250,000 sq. ft. industrial building for AJR Filtration is what is being proposed by the applicant-Venture One Acquisitions, LLC. He said this evening Committee is reviewing the proposed subdivision. In connection with the subdivision, public utilities and sidewalks will be extended along the frontage of Kirk Rd. There are no new public streets being proposed; there is a full access to lot provided from Equity Dr. and there is a new right in/right out access to Kirk Rd., which is under the jurisdiction of Kane County, and the County Board's Transportation Committee is supportive of the proposed access. He said at this time there is no development being proposed to the south of the lot, but the city does have an annexation agreement with the property owner that requires the extension of Division St. at the time that the property to the south would be developed, so that would be reviewed later in connection with a subdivision for the southern portion of the property. He said Plan Commission recommends approval along with Staff subject to resolution of all staff comments prior to City Council action.

**Aldr. Turner made a motion to recommend approval of a Preliminary and Final Plat of Subdivision for Kirk Rd. St. Charles Subdivision upon resolution of any city staff comments. Seconded by Aldr. Gaugel. Approved unanimously by voice vote. Motion carried. 8-0**

b. Recommendation to approve an Economic Development Incentive for AJR Filtration, Inc.

Mr. O'Rourke said staff has been working with representatives of AJR Filtration which is a local business that's been in town for over a decade; they are looking to expand and relocate and have approached staff to review an incentive program to help facilitate that.

Michael Marconi-1N605 Turnberry Ln., Winfield-representing the development team-said the company is a filtration company that was started by Jacob Rugel; he then gave a brief overview and history as to what AJR Filtration is and does. He said since 2001 the business has expanded every 2 years and has now run out of space and Mr. Rugel would like to stay in St. Charles but because they feel they are now at an inflection point that they now need to build. He said Mr. Rugel has gone out and looked at surrounding municipalities and also been courted to relocate to Tennessee, but he is committed to staying local and has identified a site which is directly south of his current building. He said they would move to that site and build 180,000 sq. ft. which could be expanded to 250,000 sq. ft. and that Mr. Rugel currently employs 250 people and he is asking that the city help provide some tax assistance to help with the building and they are looking for a 3 year tax abatement proposal:

- Year 1-90% of property taxes are rebated to AJR
- Year 2-80% of property taxes are rebated to AJR
- Year 3- 70% of property taxes are rebated to AJR
- And the 4<sup>th</sup> year of the project it would be fully assessed

Mr. Marconi said the entire tax currently collected is \$529 for land only, the entire site is about \$1,000, but since they will subdivide it, will be about \$529 a piece, and what will happen is the city's portion of the tax will go from about \$50 per year, even with the abatement, to the first about \$1,900, second year about \$3,900, third year about \$6,000 and then when fully assessed the city's portion will approximately \$20,000. He said what AJR is trying to accomplish are benefits to the community with increased school tax revenue without taxing the school system more because there will not be houses, just a big building to employ the 250 people; which they expect in 2-3 years will increase to 400 employees and it will also create more increased industrial and commercial tax base. He said the buildings they are vacating will still be there and the building they own is on the market for sale and the building they lease will go on the market for lease.

Aldr. Lemke asked if the building was going to be adjacent to their existing site. Mr. Marconi said they are currently on Swenson Ave. and the proposed site is just south of the Legacy Business Park; so it's not far.

Aldr. Lewis asked if the city would still collect the same amount tax. Mr. Marconi said yes and on one of the buildings there has been a good amount of interest to buy it and the other 2 buildings are institutionally owned and they would both be continuing to pay the same amount of tax and they don't see those being vacant for long.

Aldr. Lemke said the other building is assumed 2-3 years out and what if they then decide to out of state and he wondered if there is a clawback capability. Mr. Marconi said one of the reasons they are locating to this site is its 180,000 sq. ft. facility with the ability for expansion to 254,000 sq. ft.; so they are factoring in needing more space at some point but in their planning they feel it's at least a 10 year plan. Mr. O'Rourke said Staff has prepared some additional information with the total agreement term being 7 years with the rebatement part but staff has also asked for additional time to guarantee that should the company vacate the property they would then owe some of the rebated money back to the city up to the 7 years. He said years 1-3 during the rebatement part of the agreement and then through year 4 if they were to vacate at any point they would owe 100% of any money that has been rebated to that applicant back to the city and at year 5 it would go to 75%, year 6 50% and then ultimately 25% by year 7; so there is some safeguard built into the incentive agreement to protect.

Aldr. Payleitner asked how their conversation with the other taxing bodies was going. Mr. Marconi said good.

**Aldr. Turner made a motion to approve an Economic Development Incentive for AJR Filtration, Inc. Seconded by Aldr. Silkaitis Approved unanimously by voice vote. Motion carried. 8-0**

- c. Review and Recommendation for the Fox River Corridor Master Plan 2015 Amendment (Active River Task Force).

Rick Hitchcock-Hitchcock Design Group-Naperville-said this is the last step of the master planning process that started in spring and they have gone through a very deliberate process that engaged community members and stake holders of all interest in the process. He then named those involved on the team; Tim King-project mgr., Scott Shipley-S20, Dan Martin-Market Feasibility Advisors, Greg Chismark-WBK and many thanks to staff and members of the Active River Task Force. He said Committee would probably not approve what they are technically asking for but that they would hopefully send it along for approval at their more formal business meeting; but they do ask that they consider the history, the opportunity and to approve the master plan.

He said St. Charles is extraordinary in terms of resources, it's not just another Fox River town, the market place trends and the demographics are extremely supportive of the potential positioning being suggested.

He said as far as the stakeholders; he doesn't want to make it sound as though it's been divisive because that's hardly the case but there are some sort of interesting realities about the river front where we find there are some competitive interests as far as river activity such as: preservation vs. recreation, downtown vs. the gateways and old vs. new; all emerged as they went through the process.

He said the goal from the original master plan in 2002 is still viable which is to "create a lively riverfront environment that is the centrepiece of the community."

He said they embrace the strategy that has 5 major dimensions in it:

- Complete a package of seasonal and year round river-centric attractions and complementary destinations
- Complete the river, riverwalk and trail connections
- Embellish natural, recreational, and cultural assets
- Refine and align brand communications
- Act systematically and incrementally to gain and sustain momentum

Attractions & Destinations:

Fishing, Nature, ecology, Rowing, Canoeing, Pedal boating, River boat, Power Boating, Boat Launch, Canoe/Kayak Launch, Bicycling, Mini Golf, Golf, Swimming, Park Facility Playground, Skateboarding, Sledding, Walking, Music, Monuments, Dining, Hotel, Shopping and Art.

He said the city is blessed with a great deal in terms of the natural resources and they suggest taking full advantage of those and they feel there is still more that can be done and they suggest supporting the existing attractions, and:

- Extend, complete the Riverwalk
- Extend the regional trails
- Create “River Park”
  - Whitewater
  - Paddling course
  - Destination water-based play
  - Riverwalk
  - Signature bridge
- Create “Bridgeview” observation platform

He said the difference between an attraction and a destination is the attraction is something one goes out of their way to see whether you are a resident or a visitor it’s something that really draws one to the area; and then there would be a lot of other complimentary destinations; so we want to be sure that the Riverwalk is completed with these items:

- Continuous large loop, RR r.o.w. to Prairie
- Smaller secondary loops
- Distinctive materials
- Furnishings
- Amenities
- Lighting
- Gathering spaces
- Grade separated crossings
- Safe at-grade crossings

Extend Trails: (120,000 cyclists use the trail per year)

- Fox River Trail

- Great Western Trail

He said the star of the show is to create the River Park which is not just about white water; it's really about the repositioning of the entire area between Main St. and the railroad trestle on both side of the river that will create a new found shoreline, a small stream used by children, walkways on both sides, cycling, a beautiful bridge to connect both sides of the river and there is a study currently going on for the continued use or possibly reuse of the Police facility. He said they suggest that given all of the opportunities with this fantastic destination that some kind of commercial reuse of the facility would be very advantageous and bottom line that would create a destination that is really unlike any other in the Fox Valley area; it would have white water and by modifying the dam it creates a series of much safer steps that can be navigated by paddlers of all skill levels. He said the stream along the side would channelize the river into 2 segments; the main body for boating and the other for a type of nature based play which is incredibly attractive and growing segment of his business that brings kids and their families in touch with nature and creates a playful environment to learn, get exercise and fresh air. He said the notion of the signature bridge and looking to the north to see a spectacular ribbon of a bridge with beautiful lighting to really draw attention to the area where there would also be observation platforms to see unobstructed; up and down the river which is really an unparalleled kind of attraction.

He said some of the other complementary destinations they would like to promote to be sure there are lots of residential and other types of infill are:

- Residential, office, retail and dining infill
- Hotel (w/water feature)
- Rowing training center
- Recreational activities (climbing/ropes/zip line courses)
- Camping
- Seasonal activities (food trucks, rentals, etc)
- Electric boats/public boat docks

He said the city's Comprehensive Plan from 2013 suggests dozens of opportunity in-fill sites and they support all of those and suggest that the existing Police Dept. provides a really attractive 4 acre opportunity to be sure that the inner ring closest to the river be in the first wave of development, which could easily more or less than \$200,000,000, between the following:

- Residential
- Office
- Retail
- Dining
- Mixed-use
- Hotel
- +/- \$200M

He said they had the good fortune of presenting the following recreational activities to the Park Board last Tuesday:

- Rowing
- Climbing
- Bouldering
- Ropes courses
- Zip lines
- Wake boarding
- Playgrounds
- Splash pads
- Electric boat rentals
- Public boat docks
- Improved boat launch
- Camping, seasonal activities

He said we have attractions and destinations and we want them connected to one to another and the public and visitors connected to those to maintain existing connections, and:

- Complete both sides of the Riverwalk
- Extend the Fox River Trail, both sides, north of RR
- Extend Great Western Trail
- Modify the dam, create a navigable route
- Signature bridge
- Fox River Trail
- Great Western Trail  
(East to Prairie Path)
- Clear connections
- Grade separated where possible
- Safe at-grade where necessary
- Gateways and wayfinding
- Grade separated, where possible
- Safe at-grade, where necessary

He said all of those connection are intended to help the Natural & Cultural Assets and to maintain, improve and embellish existing assets:

- Modify the dam, manage sediment in upstream pool
- Modify Boy Scout Island
- Naturalize the shoreline
- Rehabilitate river tributaries
- Complete the Riverwalk amenities

Dam Modification:

- More natural
- Aerated
- Habitat
- Fish passage

Boy Scout Island:

- Re-establish as an island
- Improved water quality
- Habitat restoration
- Bird nesting
- Pedestrian bridge
- Improved boat launch

Other Natural Assets:

- Shoreline restoration
- Tributary improvements
- Stormwater BMP's
- Sediment management
- Fishing stations
- River education/research

Cultural Assets:

- Art
- Culture
- History
- Events

He said in regard to brand; it's not as though the city's brand is broken, but they think they could refine existing platform, tools and communications:

- Emphasize the river
- Emphasize the package
- Keep it authentic
- Target audience

He said a sometime from now the big goal will be to create a lively riverfront environment that is the centerpiece of the community by advocating the strategy by:

- Prioritize the river and riverfront across partner organizations
- Align and coordinate organizational initiatives
- Leverage water quality to facilitate dam modification
- Commit to systematic, incremental capital improvements

He said it's easy to say but he knows committing to systematic and incremental capital improvements is a tall order these days with fiscal challenges and competition but making the river a priority is something that makes sense because of the impact it would have on the community and its future. He said in terms of prioritizing he and the River Task force ask that Committee think of the river front in terms of:

- Return on investment
- Funding

- Property access/control
- Complexity
- Infrastructure leverage
- Development leverage

2015 Policy:

- Adopt this plan
- Advocate with FRSG
- Confirm 2016, 3 year capital plan
- Seek dam funding
- Assign grant research
- Complete police facility study
- Continue UPRR negotiations

2015 Capital Plans:

- Align existing public initiatives
- Align existing private initiatives

2015 Operations:

- Synchronize 2016 agency plans
- Continue community outreach

2016 Policy:

- Continue advocacy with FRSG
- Confirm 2017 capital plans

2016 Capital Plans:

- Start prelim design/eng. of dam (signs, art, public policy-take a long time and should start as soon as possible)
- Complete prelim design/eng. of Riverside Drive
- Create enhancement plan for Riverwalk (Done at Corridor level and still needs lighting, art, benches, landscape etc.)
- Complete prelim design/eng. for shoreline enhancements
- Design/construct a small project (prioritize as opportunities arise with a strategy of 1 or 2 complex things in motion concurrently with a few smaller things going in the ground)

2016 Operations:

- Synchronize 2017 agency plans
- Continue community outreach

Action requested tonight:

- Consider your history
- Consider the opportunity
- Approve the Master Plan

Chairman Bancroft noted that in the summary prepared by staff suggests 3 options:

1. Recommend amendment to the plan as presented.
2. Recommend as presented upon resolution of any staff comments.
3. Ask Task Force to revise the plan to address outstanding comments.

Aldr. Silkaitis asked if in removing the dam, would that affect the level of the upstream by Pottawatomie. Mr. Hitchcock said the concept would be to remove the 6 ft. concrete but the 2 excellent engineers on the team are suggesting channelizing the river to become narrower to create a series of naturalized rock terraces/multiple dams they can maintain by using a control structure that might be imbedded at the foot of the railroad trestle to then maintain the upstream pool. He said their objective from day 1 is to not let the upstream pool go away because it is a cherished resource in the community; but at the same time they do not want to compromise anything downstream from the dam change as well; it's a complex issue in design.

Aldr. Silkaitis said they would be encroaching into the river to have more space and to narrow down the waterfall and he feels that they will need to compensate for that somewhere in the city limits for a wider area. Mr. Hitchcock said he thinks Mr. Silkaitis is thinking about what would happen if they were to fill, then there would need to be some type of compensatory storage; but there would be no fill contemplated. He said if they were to just outright remove the dam as its being contemplated in other communities the channel would become narrower on its own because that is how the upstream pool is created; so by modifying the dam to allow more water to come through they are reducing the amount of area that it resides in but at no time are they thinking about filling. Aldr. Silkaitis said the natural flow will, in theory, dictate. Mr. Hitchcock said exactly; which is why there is a lot of study that will have to go into this and they also contemplate that the trestle foundation area where the control structure will be, there would be some sort of bladder or hydraulic gate to modify flows and be able to increase flows to improve water quality or to accommodate an event.

Aldr. Silkaitis mentioned the very involved permitting process for the dam and asked when the anticipated final would be done if construction potentially started in 2016. Mr. Hitchcock said he doesn't have the answer to that but Greg Chismark would have a better idea of that but he would be quick to remind everyone that this is a highly regulated piece of geography so a lot of entities have their finger prints on this so it would take a while to accomplish that.

Aldr. Payleitner said she sees a lot of dividing of the labor and asked how it is determined who takes on the leadership roles. Mr. Hitchcock said it was a conversation with the Task Force and asking the consultants who most logically would have the best success in that role with something as complex as the dam modification. Aldr. Payleitner said she sees a lot in the plan of the city and the park dist. working together and she wonders if that is realistic because she realizes there are areas such as the current Police Dept. and pedestrian walkways are the city's but as far as recreational areas she sees as park dist. Mr. Hitchcock said he thinks it's fair to say that a lot of the intense capital improvements probably reside in the city's court with assistance

from a lot of other partners and there are certainly things recreational in nature that logically belong in the park dist. court. He said what might be found overtime is that it would be very reasonable to expect that the city might be in the capital improvement business in one vicinity and the park dist. may take on an operational or maintenance roll in support of what the city is doing because they will be better equipped to do that. Aldr. Payleitner said she wonders about that because she doesn't see it happening where the city does the capital improvement and then says "here you go park dist." Mr. Hitchcock said it has to be negotiated.

Aldr. Lemke said with respect to the railroad bridge he was an early advocate when the Union Pacific took over and he was helpful in encouraging that the city revisit that and it turns out the we were lucky enough to land the project underneath and use the existing footings of the bridge and he struggled with that because it was not cheap. He said with that being said it turned out much better than anticipated because the county and the park dist. helped out on that and what's now being proposed is 2 levels of river crossing in the railroad bridge area and the plan does show some restrictions in that area with the footings and he wondered how a bridge would be done halfway in between the existing walkway at Rt. 64 and a double level walkway at the railroad bridge. He said that doesn't come cheap and he knows we are talking in concept but he sees a lot of detail of what could be done to constrict the water and yet we ignore any footing effect of the bridge. He asked if there were any engineering that shows some sort of cable or pre stressed concrete that supports that; he thinks they need to know how to foot not only the bill but how to plan that in the river, because maybe that is an opportunity for restriction and that needs to be included because the bridge even with the existing footing was not free. Mr. Hitchcock said Aldr. Lemke is right and this is an artist's interpretation and what they are trying to make clear is that this kind of pedestrian bridge would get people out over the action would be something dramatically different in style from the kind of sturdy and industrial type of railroad bridge that currently exists. Aldr. Lemke said he doesn't anticipate trains would be run across it but he thinks there needs to have some visible means of support; just like if you were asking the city for financial support.

Aldr. Turner said it's a nice plan but he doesn't know where the money will come from.

Aldr. Krieger said she is very disappointed there is not any reference to anything below Main St. and she thinks the possibilities of the river south of Main St. are being overlooked. She said a bike path on both sides of the river going south would be nice; it's a great plan for what it covers but she would like to see more activity south. Mr. Hitchcock said quite a bit of the plan is south of Main St. with the one exception really; there is very little of the Riverwalk constructed and they would like to see all of that constructed and he thinks that is an extremely important aspect of this concept as done in 2002. He said he is very sensitive to Aldr. Krieger's disappointment and for her to please be assured that there is plenty going on south of Main St. and a lot of opportunity to create the marvellous looping Riverwalk around the entire area, from one end of the project to the other.

Aldr. Gaugel said he is a big advocate and he thinks it's a tremendous plan that would serve the community for generations and generations to come and would attract people here and enhance the downtown area immeasurably right now. He said he thinks we as a Council and a Committee tonight need to find a way to prioritize getting some of this done and as suggested in increments

because if we want long term sustained growth, long-term tenants to be attracted to downtown and diverse retail base, this is something that will foster all of that. He thinks while there are areas like downstream that need a little more focus he thinks all of that can be included, incorporated and amended, but as a concept he feels they should very much get behind this, support it and make it a priority.

Aldr. Bessner said he thinks it is a very bold and impressive plan but he does agree with Aldr. Krieger in regard to south of Main St. and he did speak a bit about that at the joint meeting. He asked if these are capital improvements or private/public initiatives and if the plan is adopted to move forward will there be a definitive set of guidelines on what can be done for all the stakeholders. He said if the city is making a capital improvement, how will they know what else can be done while working in a particular area, and some of those things can be minor that help benefit the plan; but what happens if something major has to be done that is a major financial roadblock in regard to the plan; how do we bring some conciseness to the plan. Mr. Hitchcock said they have attempted the best they can to tee up the first 3 years of activities and have chosen things they think make sense in terms of laying the foundation for successive improvements. He said he thinks the answer to Aldr. Bessner questions lie with both the Council and Staff and he has a great deal of confidence with staff who have shown a great deal of enthusiasm for the strategy and are the ones that will talk with developers, IDOT, agencies or in house and he feels adopting it and reviewing regularly is fundamental. Aldr. Bessner asked if the plan is flexible to switch gears. Mr. Hitchcock said yes, south of Main St. has a lot of flexibility but the area between Main. St. and the railroad tracks is really interesting because there is one place to start and it's the dam; if that doesn't change it changes the whole concept; so that is the foundation and where it needs to start. He said there 100's of little projects that can be done that are complimentary that can be done year after year around the perimeter of that area that would really make it sensational.

Aldr. Lewis said she has a concern with First St. and how disruptive it will be with it all going on at the same time in the same locations because businesses suffer and she wondered what the timeline is. Mr. Hitchcock said it will partly be due the amount of available funding and part to do with people's threshold for pain. He said they are always mindful of independent merchants in a downtown setting; we want to be cautious to provide access through any course of street improvements which are naturally disruptive. He said the good news is the river improvements is they are not exactly the main line of commerce for most people so we think the benefits are enormous and the outcome is probably worth the aggravation with the understanding that every one of these subprojects/projects has to be dealt with very carefully and skilfully. He said he is a huge fan of incrementalism because he likes what happens when there is a pattern of systematic investment. Aldr. Lewis asked if the construction would go on for years. Mr. Hitchcock said there are projects around that country that have all sorts of complexities and roll out patterns and his personal experience as the Chairman of the Naperville River Walk Commission is that the small chipping away strategy and over 35 years later there is something pretty cool there; so that's the strategy they professionally recommend to all of their clients because in the end that is what is truly sustainable.

Aldr. Lewis asked if the city would be the first to adopt the plan. Mr. Hitchcock said the park dist. reviewed it at a workshop session last Tuesday with no formal action and meet again next

Tuesday. Aldr. Lewis asked if the plan were adopted as is would that mean that they agree to everything in the plan. Mr. Hitchcock said that would ultimately be their decision; master plans are funny things and what they think important about this particular master plan is the emphasis on the river and the multi-dimensional strategy that has so many different components to give St. Charles the edge and it's important to try to do as much as possible because the more that is done the more opportunity for long term success.

Aldr. Lewis said she sees nothing in regard to cost; it's a wonderful plan and easy to say let's do it but what is the price. Mr. Hitchcock said that's a fair comment and there is a long list that they are working on with the task force on the cost of the initial project; but that's what staff and Council would really have to bear down on is the capital improvement plan; which is why he urges looking at the 3 year strategy because it says what important enough to move up a bit and other things can wait.

Aldr. Lewis asked if they had been in contact with property owners on the west side. Mr. Hitchcock said they have had phone conversations and sit downs and there were some anxieties about it looking pretty on paper but will it be a mess or an attraction. He said they have conveyed that it can be an attraction if the right steps are followed and that there is a lot of process to go and they think the private property owners will benefit greatly from this type of concentrated public investment along the downtown along the river front and they have seen that happen across the county. He said they appreciate their concerns and it's important to keep asking for their input.

Chairman Bancroft said he feels it's an exciting plan and it will obviously be a long road and he wondered why the park dist. did not take formal action. Mr. Hitchcock said it was a workshop and they take their formal action at their next meeting and he doesn't think there was anything sinister in regard to them not wanting to do this.

Chairman Bancroft explained to Committee that no one is asking them to approve a long term capital budget right now but that those concerns are real and they do exist but that is not the purpose of tonight's exercise. He said he does not vote on this but from his perspective, a tremendous amount of work will have to be done by staff in moving this plan along and certainly in looking at the 3 options he cannot imagine approving something without staff's ability to comment on it because if you are going to get people involved and ask that much of them, we need their involvement and their buy in from day 1. He said from the standpoint of working together he agrees with Aldr. Payleitner; it will be a challenge that we will have to overcome to make it happen for our biggest asset.

**Aldr. Krieger made a motion to recommend approval of the 2015 amendment to the Fox River Corridor Master Plan conditional upon resolution of any city staff comments. Seconded by Aldr. Silkaitis. Approved unanimously by voice vote. Motion carried. 8-0**

- d. Historic Preservation Commission Recommendation to approve Historic Landmark Designation for 521 W. Main St. (Haines House).

Mr. Colby said the property dates from 1866 and is commonly known as the Haines House for its association with Charles Haines. The Historic Commission held a public hearing, reviewed the application and recommends approval of the landmark designation.

**Aldr. Silkaitis made a motion to approve Historic Landmark Designation for 521 W. Main St. (Haines House). Seconded by Aldr. Bessner. Approved unanimously by voice vote. Motion carried. 8-0**

- e. Corridor Improvement Commission Recommendation to Approve a Corridor Improvement Grant for 218 State Street (Tom Anderson).

Mr. O'Rourke said the property owner is in the process of redoing a lot of the landscaping along State St. in correlation with having to relocate and redo his sign as it was part of the amortization passed earlier last year. He said the total grant cost will be \$7,056 with the city's total share being a maximum of \$3,553.

**Aldr. Turner made a motion to approve a Corridor Improvement Grant for 218 State Street (Tom Anderson). Seconded by Aldr. Payleitner. Approved unanimously by voice vote. Motion carried. 8-0**

- f. Corridor Improvement Commission Recommendation to Approve a Corridor Improvement Grant for 303 N. Second Street (Tom Anderson – Dick Pond Athletics Building).

Mr. O'Rourke said same situation as the previous; the sign is being amortized and they are enhancing the landscaping around it with the total cost of improvements being \$2,581 with the city share being a maximum of \$1,315.50

Aldr. Lemke asked if there were money left. Mr. O'Rourke said yes, staff tracks that with each proposed grant and there is enough funding to cover the grants proposed tonight.

**Aldr. Gaugel made a motion to approve a Corridor Improvement Grant for 303 N. Second Street (Tom Anderson – Dick Pond Athletics Building). Seconded by Aldr. Silkaitis. Approved unanimously by voice vote. Motion carried. 8-0**

- g. Corridor Improvement Commission Recommendation to Approve a Corridor Improvement Grant for 1625 E. Main Street (Tom Anderson – Colonial Cafe).

Mr. O'Rourke said this is also for another sign to comply with the city's amortization ordinance with the total cost for improvements being \$3,263 with the city maximum share being \$1,657.

**Aldr. Bessner made a motion to approve a Corridor Improvement Grant for 1625 E. Main Street (Tom Anderson – Colonial Cafe). Seconded by Aldr. Gaugel. Approved unanimously by voice vote. Motion carried. 8-0**

Tom Anderson-complimented the city on the Corridor Improvement program and he hopes other residents can keep it up and the city is able to continue funding it. He said in particular this is the city's response to him having grandfathered signs that are no longer grandfathered and need to be changed; he thanked the Committee for supporting that and the program.

- h. Recommendation to approve a revised Final Plat of Subdivision for the Quad St. Charles – Unit 1 Resubdivision (theater lot).

Mr. Colby said the city previously approved the creation of a building lot for the theatre, the plat was recorded and the lot was created and there was previously a request to modify the plat to exclude a portion of the lot and now there is a request to modify the plat to include another portion of the lot to encompass an area that has an access corridor from the theater into the mall; a minor revision to a previously approved plat.

**Aldr. Lemke made a motion to approve a revised Final Plat of Subdivision for the Quad St. Charles – Unit 1 Resubdivision (theater lot). Seconded by Aldr. Payleitner. Approved unanimously by voice vote. Motion carried. 8-0**

- i. Recommendation to approve a Minor Change to PUD Preliminary Plan for 3255 W. Main St. (Standard Wash).

Ms. Johnson said this is the current Valley Spring Auto Spa in the West Gate Commons commercial PUD; the PUD Preliminary Plan and Special Use were approved in 2006 and the applicant tonight (One Companies, LLC-Bullet Wash 1) are proposing changes to the building in support of rebranding the business as Standard Wash. She said being proposed is: the removal of the 2 canopies and the vacuums on the north end of the site; the addition of 2 smaller canopies at the entrance of the car wash lane which will cover new electronic pay stations; 12 vacuum risers will be added along the west side of the building; the current vacuum unit located on the north side will be relocated to the inside of the building; 3 employee parking spaces will be added at the north end; awnings at the north and west elevations of the building will be removed and new wall signage will be added. Also proposed is the replacement of the monument sign on west Main St. with a new sign which will include an LED display screen and staff has determined that the proposal meets the requirements subject to the LED screen remaining motionless and that a stone veneer be installed at the base to match the existing building.

**Aldr. Turner made a motion to approve a Minor Change to PUD Preliminary Plan for 3255 W. Main St. (Standard Wash). Seconded by Aldr. Silkaitis. Approved unanimously by voice vote. Motion carried. 8-0**

- j. Plan Commission Recommendation to approve a General Amendment to Title 17 of the St. Charles Municipal Code (Zoning Ordinance) pertaining to design review standards and guidelines for one and two-family dwellings in the RT and CBD-2 zoning districts.

Ms. Johnson said the RT districts comprise the city's older primarily single-family neighborhoods surrounding downtown built out prior to 1950 and the CBD-2 district is the transitional mixed-use dist. between the central core, downtown and the RT neighborhoods and

much of the residential areas within the CBD-2 dist. match the development pattern and general character of the RT dist. She said when the current Zoning Ordinance was adopted in 2006 the RT dist. were established to reflect the development patterns that already existed in those neighborhoods and at that time incentives for traditional design elements were added to the Zoning Ordinance to encourage that design in the older neighborhoods. She said also incorporated in the 2006 Ordinance was an advisory only staff level design review process called Residential Architectural Consultation (RAC) and that was to encourage compatible infill development into RT dist. and that RAC is required for new homes, additions and any exterior alterations in these areas. She said in terms of process, the staff reviews building permit plans and provides comments on the proposed exterior appearance; comments are advisory only, not binding, and the Zoning Ordinance does not provide any specific guidelines or design related standards to use when staff is reviewing the plans or for applicants to use when they are designing additions or new homes. She said because of this staff is proposing to replace the advisory RAC process with a more formalized staff level review process based on specific design review standards and guidelines which were drafted by staff from input from Plan Commission and were based upon review of houses built in the RT dist. since 2006. She said there are 7 categories and under each is an intent/statement of the purpose of that category followed by any standards and guidelines; proposed standards are binding requirements that must be met while the guidelines are meant to be applied with more flexibility. She said most provisions are guidelines and just a few standards proposed and staff believes this will provide applicants with clear information on what the city is looking for regarding compatible design in the RT dist. and will also help facilitate consistent review by city staff. Plan Commission held a public hearing on Sept. 8 and unanimously recommended approval with the condition that 3 changes be made to the language, which were made.

**Aldr. Silkaitis made a motion to approve a General Amendment to Title 17 of the St. Charles Municipal Code (Zoning Ordinance) pertaining to design review standards and guidelines for one and two-family dwellings in the RT and CBD-2 zoning districts. Seconded by Aldr. Turner. Approved unanimously by voice vote. Motion carried. 8-0**

**6. EXECUTIVE SESSION**  
none.

**7. ADJOURNMENT – Alderman Turner made a motion to adjourn. Seconded by Alderman Lemke. Approved unanimously by voice vote. Motion Carried. 9-0**

**Meeting adjourned at 8:19 pm.**